




FROM	NAME & TITLE	ERIC W. TISO, SITE PLAN REVIEW COMMITTEE CHAIR	CITY of BALTIMORE MEMO	
	AGENCY NAME & ADDRESS	LAND USE AND URBAN DESIGN DIVISION DEPARTMENT OF PLANNING 417 EAST FAYETTE STREET, 8 TH FLOOR		
	SUBJECT	SITE PLAN REVIEW COMMITTEE MINUTES FOR APRIL 15, 2009		

TO

Mr. John Thumbi, DOT Traffic
Captain John Carr, Fire Department
Mr. Ken Sands, Parking Authority
Mr. Kirkland Gabriel, DOT TEC
Mr. Kevin Sullivan, DOT Planning
Ms. Miriam Agrama, DHCD Plans Examining
Mr. James Wescott, Finance
Mr. Geoff Veale, Zoning Administrator
Mr. David Tanner, BMZA
Dr. Nollie P. Wood Jr., Mayor's Office

DATE:
Date of Distribution: April 23, 2009

In attendance were:

- Eric Tiso, Wolde Ararsa, Gary Letteron, Anthony Cataldo, and Kate Edwards for the Department of Planning;
- Kirkland Gabriel and Kevin Sullivan for the Department of Transportation;
- Ken Sands for the Parking Authority;
- Dr. Nollie Wood, Jr. for the Mayor's Commission on Disabilities; and
- Vivaldi Nguyen for the Department of Public Works.

Agenda

1. **2639 Gwynns Falls Parkway / Subdivide and Construct Five Townhomes**

2639 Gwynns Falls Parkway / Subdivide and Construct Five Townhomes

Zoning: R-7

Block/Lot: 3085/022

Urban Renewal: None

Environmental: None

Total Site Area: ±9,554

The applicant failed to appear for this review.

Project Summary:

The proposal is to subdivide this parcel into five lots for subdivision, for the subsequent development of five townhouses.

Comments & Issues:

- **Project History:** This site was approved by the SPRC on January 20, 2005 with the following conditions:
 - Revise the architectural elevations to show a porch over the front door; and
 - Revise the landscape plan to show board-on-board fencing along the eastern property line adjacent to the existing service garage.
- **Landscaping:**
 - Ensure that the front setback is grass;
 - Plant two Service Berry (single stem at a minimum of 1 ½" cal.) trees on the Braddish Avenue side; and
 - Street trees should be placed along Gwynns Falls Pkwy are large shade tree species at 30-35' centers, and should be aligned with the center of the grass portion of the right-of-way.
- **Parking:** Each dwelling will have a one-car parking pad in the rear yard. The parking grouping in pairs should be reversed, with #2635 to #2641 grouped in pairs, and #2633 Gwynns Falls Parkway should have the single pad.
- **Accessibility:** The committee recommended that at least one of the end units is handicapped accessible or visitable. Handicapped ramps at the intersection of Gwynns Falls Parkway and Braddish Avenue should be shown and installed, oriented towards the crossing, not into the center of the intersection.
- **Zoning Analysis/Board of Municipal and Zoning Appeals (BMZA):** The proposed lots meet the zoning requirements for lot area, height and parking. The interior side yard setback is proposed to be 10' in lieu of 15', and so will require a setback variance from the BMZA (§4-1007).
- **Plan Adjustments:**
 - The lead sidewalk from Gwynns Falls Parkway must be extended to meet the four-foot wide existing sidewalk;
 - Ensure that both sidewalks are unobstructed, i.e. no telephone poles or other obstructions;
 - Elevations for #2641 should have brick for the front and side elevation, and brick on the front elevation of #2633.

Next Steps

- Submit two complete sets of revised plans reflecting the above comments for final approval and stamp.
- Continue to work with Ervin McDaniel in Planning for the Subdivision review through the Planning Commission.

NOTE

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Critical Area and related environmental controls, Traffic Impact Study requirements, and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**

Minutes will be e-mailed to: Wesley Shaw, wes@shawrealestate.net